

MANSFIELD TOWNSHIP COMMITTEE MEETING

November 22, 2016

This is a regular meeting of the Mansfield Township Committee. The notice requirements of the law have been satisfied for this meeting by notice to the Star-Gazette and the Express Times of the time, date and location thereof. Notice was also posted on the announcement board located in the Municipal Building.

Roll Call: Mr. Misertino, Mr. Watters, Mr. Clancy, Mr. Hayes, Mayor Kocher

Salute to the flag was done by all.

Discussion for CPWM-

Mr. Ken O'Brien, President of the state public works association, spoke to the Township Committee in reference to the open position of Certified Public Works Manager.

APPROVAL OF THE MINUTES:

Mayor Kocher stated that in the minutes she was not listed as absent and that a correction should be made to correct that.

Mr. Clancy made a motion to approve the minutes from the regular meeting held on November 9, 2016, which was seconded by Mr. Hayes.

Ayes: Mr. Misertino, Mr. Watters, Mr. Clancy, Mr. Hayes

Nays: None

Absent: None

Abstain: Mayor Kocher

Mr. Hayes made a motion to approve the minutes from the Executive Session held on 11/9/2016, which was seconded by Mr. Misertino.

Ayes: Mr. Misertino, Mr. Watters, Mr. Clancy, Mr. Hayes

Nays: None

Absent: None

Abstain: Mayor Kocher

BILL LIST:

Mr. Watters made a motion to approve the bill list, which was seconded by Mr. Clancy.

Ayes: Mr. Misertino, Mr. Watters, Mr. Clancy, Mr. Hayes, Mayor Kocher

Nays: None

Absent: None

Abstain: None

CLERKS REPORT:

Ms. Hrebenak stated that she has applications from Soroptomist International for a pocketbook bingo, an onsite

50/50 raffle, dining out apron raffle, and a tricky tray raffle to be held on April 8, 2017 at Mansfield Township Fire Company, all items are in order and a motion is needed to approve the applications.

Mr. Watters made a motion to approve the applications for the raffles and bingo for Soroptomist International, which was seconded by Mr. Clancy.

Ayes: Mr. Misertino, Mr. Watters, Mr. Clancy, Mr. Hayes, Mayor Kocher
Nays: None
Absent: None
Abstain: None

Ms. Hrebenak stated that she would like a motion to put the RFP's out for the Professional Services for the year 2017.

Mr. Clancy made a motion to approve the RFP's for the Professional Services for the 2017, which was seconded by Mr. Hayes.

Ayes: Mr. Misertino, Mr. Watters, Mr. Clancy, Mr. Hayes, Mayor Kocher
Nays: None
Absent: None
Abstain: None

Ms. Hrebenak stated that all Committee members were given a copy of an email from the Economic Development Advisory Council that is requesting the portion of the ordinance that includes Industrial so that it is similar to the current state and county groups.

Mr. Hayes made a motion to approve the ordinance being introduced to remove the Industrial portion of the Economic Ordinance at the next meeting, which was seconded by Mr. Clancy.

Ayes: Mr. Misertino, Mr. Watters, Mr. Clancy, Mr. Hayes, Mayor Kocher
Nays: None
Absent: None
Abstain: None

Ms. Hrebenak stated that there was a request to have a photocell installed at the DPW so that there is no longer a use for a timer to be used.

Mr. Clancy made a motion to have the photocell installed at the DPW building in the amount of \$208.28, which was seconded by Mr. Hayes.

Ayes: Mr. Misertino, Mr. Watters, Mr. Clancy, Mr. Hayes, Mayor Kocher
Nays: None
Absent: None
Abstain: None

Ms. Hrebenak stated that the Committee was given a copy of the pricing to continue with Honeywell for the HVAC and automation.

Mr. Misertino asked if we could get a comparison of what was charged last year compared to this pricing.

Mr. Watters stated that there was time to wait for this.

Ms. Hrebenak requested a motion be made to advertise for the position of CPWM.

Mr. Hayes made a motion to advertise for the position of CPWM, which was seconded by

FINANCE REPORT:

Mrs. Fascenelli stated that if the purchase orders that were on the addendum were so that there was a cleaner switch to the Edmunds System.

EMPLOYEES REPORTS:

Mrs. Fascenelli stated that 159 residents came for the electronics first time that the large rigid plastic dumpster was filled, 1 box truck full of electronics was filled and the metal was filled and also needed to be picked up this week.

Mrs. Fascenelli said that she would like to say a Special thanks to Jim McMekin for all of his help with the electronics event.

Mr. Watters asked when we would start scheduling the next event.

Mrs. Fascenelli stated that she would begin working on it at the beginning of the year.

Mrs. Fascenelli stated that a meeting is scheduled to meet with Direct Install for November 30, 2016 at 4:30pm.

Ms. Griggs presented the current EDAC objectives, accomplishments and goals for 2017.

ENGINEERS REPORT:

Mr. Finelli stated that Constellation Solar is moving along slowly.

Mr. Finelli stated that he received calls from Mr. Brinkerhoff and Mr. Lowcher in reference to the Airport Road Estates development. There are still critical engineering documents that are presently needed.

Mr. Finelli asked if the trees were planted at the Duarte project.

Ms. Hrebenak stated that they were not.

Mr. Finelli stated that he sees that the 2017 Municipal Aide grant period is presently open for submission. Mr. Finelli stated that we should plan a resubmission or a new project.

RESOLUTION:

A RESOLUTION OF THE *TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANSFIELD*
AUTHORIZING THE SALE OF SURPLUS PERSONAL PROPERTY NO LONGER NEEDED
FOR PUBLIC USE ON AN ONLINE AUCTION WEBSITE

December 12, 2016

WHEREAS, the *Township of Mansfield* has determined that the property described on Schedule A attached hereto and incorporated herein is no longer needed for public use; and

WHEREAS, the Local Unit Technology Pilot Program and Study Act (P.L. 2001, c. 30) authorizes the sale of surplus personal property no longer needed for public use through the use of an online auction service; and

WHEREAS, the *Township of Mansfield* intends to utilize the online auction services of *GovDeals* located at www.govdeals.com; and

WHEREAS, the sales are being conducted pursuant to the Division of Local Government Services' Local Finance Notice 2008-9,

NOW, THEREFORE, BE IT RESOLVED by the *Township of Mansfield* Committee of the *Township of Mansfield* in the County of Warren, State of New Jersey, that the *Township of Mansfield* is hereby authorized to sell the surplus personal property as indicated on Schedule A on an online auction website entitled www.govdeals.com/mansfieldtownship; and be it further

RESOLVED, that the terms and conditions of the agreement entered into between *GovDeals* and the *Township of Mansfield* are available at www.govdeals.com and in the *Township of Mansfield*, *Warren County* Clerk's office; and be it further

Mr. Misertino made a motion to approve the passage of Resolution 2016-99, which was seconded by Mr. Hayes.

Ayes: Mr. Misertino, Mr. Watters, Mr. Clancy, Mr. Hayes, Mayor Kocher

Nays: None

Absent: None

Abstain: None

RESOLUTION # 2016-100

A RESOLUTION TO PROVIDE FOR AND DETERMINE THE HOURLY WAGE FOR TOWNSHIP
EMPLOYEES

BE IT RESOLVED, by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey as follows:

The hourly wage for the following employees is as follows:

Part-Time Laborer/Snow Plow Driver	Joe Farino	\$ 20.00 Per Hour
Part-Time Laborer/Snow Plow Driver	Marvin Kocher	\$ 20.00 Per Hour
Part-Time Laborer/Snow Plow Driver	Peter Appleby	\$ 20.00 Per Hour

Part-Time Laborer/Snow Plow Driver	Scott Cruts	\$ 20.00 Per Hour
Part-Time Laborer/Snow Plow Driver	Francis Pawloski, Jr	\$ 20.00 Per Hour
Part-Time Laborer/Snow Plow Driver	August Bartell III	\$ 20.00 Per Hour
Part-Time Laborer/Snow Plow Driver	Brandon Widenor	\$ 20.00 Per Hour
Part-Time Laborer/Snow Plow Driver	Barry Harm	\$ 20.00 Per Hour
Part-Time Laborer/Snow Plow Driver	Jose Paredes	\$ 20.00 Per Hour

Mr. Watters made a motion to approve Resolution 2016-12, which was seconded by Mr. Clancy.

Ayes: Mr. Misertino, Mr. Watters, Mr. Clancy, Mr. Hayes

Nays: None

Absent: None

Abstain: Mayor Kocher

ORDINANCE:

2nd Reading:

ORDINANCE # 2016 –13

AN ORDINANCE TO PROVIDE FOR AND DETERMINE THE SALARIES AND WAGES FOR THE OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF MANSFIELD AND THE METHOD OF PAYMENT OF SUCH SALARIES AND

BE IT ORDAINED, by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey as follows:

SECTION 1, The salaries per annum of rates of compensation of the following officers and employees of the Township of Mansfield are determined to be as follows:

Committee Members	\$ 3,000	\$ 4,950
Mayor	\$ 300	\$ 660
Deputy Mayor	\$ 270	\$ 330
Insurance Fund Commissioner	\$ 1,350	\$ 1,650
Municipal Clerk	\$ 46,250	\$ 60,000
Municipal Clerk Stipend	\$ 500	\$ 2,000
Elections Officer	\$ 150 / election	\$ 300 / election
Website Administrator	\$ 1,350	\$ 2,000
Deputy Clerk	\$ 21,000	\$ 35,655

Deputy Clerk	\$ 14 / hr	\$ 18 / hr
Depart. Of Health Deputy Registrar	\$ 21,000	\$ 35,655
Depart. Of Health Deputy Registrar	\$ 14 / hr	\$ 18 / hr
Chief Financial Officer	\$ 40,000	\$ 90,000
Acting Chief Financial Officer	\$ 9,000	\$ 65,000
Deputy Treasurer	\$ 9,000	\$ 15,000
Deputy Treasurer Stipend	\$ 500	\$ 2,000
Tax Collector	\$ 10,000	\$ 35,000
Deputy Tax Collector	\$ 27,000	\$ 35,000
Alternate Deputy Tax Collector	\$ 1,000	\$ 2,750
Tax/Finance Clerk	\$ 16,216	\$ 19,820
Tax Search Officer	\$ 900	\$ 1,100
Tax Assessor	\$ 19,800	\$ 26,000
Certified Lists (Tax Assessor)	\$ 560	\$ 685
Assessment Search Officer	\$ 900	\$ 1,100
Tax Assessor Secretary	\$ 4,688	\$ 5,705
COAH Calculations	\$ 20 / calc	\$ 20 / calc
Municipal Housing Liaison	\$ 6,000	\$ 8,000
Economic Secretary	\$ 233	\$ 300
Open Space / Historical Secretary	\$ 233	\$ 300
Environmental Secretary	\$ 840	\$ 1,500
Land Use Board Secretary	\$ 13,500	\$ 18,000
Zoning Officer	\$ 4,500	\$ 5,500
Court Appearance by Zoning Officer	\$ 75 / appearance	\$ 75 / appearance
Police Chief	\$ 90,000	\$113,000

Police Secretary	\$ 22,000	\$ 43,500
Police Secretary (Temp or Part-Time)	\$ 14 / hr	\$ 17 / hr
Patrolmen	\$ 40,000	\$ 97,000
Sergeant	\$ 86,140	\$102,200
Lieutenant	\$ 88,494	\$107,950
Police Officer (Temp/Part-Time)	\$ 13.50 / hr	\$ 17 / hr
Detective Stipend	\$ 1,000	\$ 2,000
Corporal Stipend	\$ 1,000	\$ 2,000
EMT Stipend	\$ 1,000	\$ 2,000
K-9 Officer Stipend	\$ 1,000	\$ 2,000
Director Emergency Management	\$ 2,334	\$ 2,852
Deputy Emergency Mgt. Director	\$ 500	\$ 600
Smoke Detector Inspector	\$ 1,000	\$ 2,000
Prosecutor	\$ 17,392	\$ 37,500
DPW Superintendent	\$ 62,546	\$ 78,000
Machine Operator	\$ 30,000	\$ 57,500
Part-Time Laborer/Snow Plow Driver	\$ 10 / hr	\$ 22 / hr
Recreation Secretary	\$ 673	\$ 850
Recreation/Finance Secretary	\$ 500	\$ 1,500
Custodian	\$ 10 / hr	\$ 15 / hr
DPW Secretary	\$ 14 / hr	\$ 17 / hr
Certified Recycling Professional	\$ 2,000	\$ 2,500
Recycling Attendant	\$ 30 / hr	\$ 40 / hr
Clean Communities Coordinator	\$ 1,300	\$ 4,000
Judge	\$ 33,817	\$ 99,500

Court Administrator	\$ 43,479	\$ 85,600
Deputy Court Administrator	\$ 25,000	\$ 64,000
Violations Clerk	\$ 11 / hr	\$ 21 / hr
Temporary Violations Clerk	\$ 11 / hr	\$ 15 / hr
Call-Outs	\$ 50 / each	\$ 60 / hr
Court Security	\$ 75 / session	\$ 150 / session
Public Defender	\$ 150 / case	\$ 250 / case
Bonus	\$ 50	\$ 3,000

Mr. Misertino made a motion to approve the passage of Ordinance 2016-13 and requested that the results be advertised, which was seconded by Mr. Hayes.

Ayes: Mr. Misertino, Mr. Watters, Mr. Clancy, Mr. Hayes, Mayor Kocher

Nays: None

Absent: None

Abstain: None

PUBLIC PORTION:

Mr. Profrach asked about the salt shed and the work that needs to presently be done to make the salt shed usable.

Mr. Profrach requested that the Township Committee review the salt shed project expenses before the money is expended.

Mr. Misertino explained that there will be waterproofing performed on the outside and also installing an interior barrier to ensure that the building is not compromised.

Scott Minter, 545 Mount Bethel Road, who is the qualified engineer that has looked at this project to give an opinion of this plan to be sure that it will work.

Mr. Finelli stated that his office has approved this plan.

Elizabeth Griggs, asked what has changed with the plan that was presented at the October meeting that she was present at.

Ms. Griggs asked if Mr. Lavery has advised all Township Committee members that when a request is made it is for all documents and not just to pick and choose.

COMMITTEE PERSON COMMENTS:

Mr. Misertino stated that he was confused by the last conversation that took place during public portion.

Mr. Lavery explained that all of the items that are requested should be provided.

Mr. Misertino stated that he did not withhold anything from the OPRA request.

Mr. Watters stated that the Electricians have installed the conduit to the church and the mason has filled the whole in where the kitchen was on the back of the church next will be the well and the septic and the site work.

Mr. Clancy had nothing to report.

Mr. Hayes asked if there was ever a burning of the trees

Mr. Clancy made a motion to approve the Mayor signing the site maintenance and decommissioning agreement, which was seconded by Mr. Misertino.

Mr. Watters made a motion to enter into Executive Session at 9:00.

Return to regular session at 9:14pm.

Roll Call: Mr. Misertino, Mr. Watters, Mr. Clancy, Mr. Hayes, Mayor Kocher

Mr. Lavery, Esq. stated that during Executive Session the Committee discussed a Contractual matter dealing with the Shared Service Agreement with the School for snow plowing copies of these minutes will be available as soon as the Committee feels they are no longer a harm to the public interest.

Mr. Misertino made a motion to have the Municipal Offices close at 1pm, which was seconded by Mr. Hayes.

Ayes: Mr. Misertino, Mr. Watters, Mr. Clancy, Mr. Hayes, Mayor Kocher

Nays: None

Absent: None

Abstain: None

Mr. Misertino made a motion to adjourn at 9:15pm.